

Unapproved

**Wethersfield Library Board  
Minutes of May 26, 2009**

**Members present:** Greg Bedula, Susan Grady, Ralph Horowitz, Jen Miglus, Brad Milvae, Polly Moon

**Members excused:** Kim Bobin, Paul Courchaine, Clare Meade

**Others:** John Cascio, Council Liaison

**CALL TO ORDER**

Chairperson Polly Moon called the meeting to order at 7:08.

**PUBLIC COMMENT: NONE**

**ADDITIONS TO THE AGENDA: NONE**

**CHAIRPERSON'S COMMENTS**

Polly Moon thanked the Library staff and the Board for all their hard work on the budget.

**FRIENDS OF THE LIBRARY: NO REPORT**

**COUNCIL LIAISON**

John Cascio reported that the budget has been adopted and is set to go into effect in July. The budget wouldn't have been put together without concessions from staff, administration, Board of Education, the police and library unions. The search for a town manager is over. An individual will be offered the position. There will be a special meeting of the Town Council on June 1.

**APPROVAL OF THE MINUTES OF APRIL 29, 2009**

The minutes of April 29, 2009, were approved as distributed. There was one abstention.

**QUESTIONS FOR THE LIBRARY DIRECTOR**

The year-to-date statistics are impressive considering that the Library lost the month of January for the move.

Laurel bought some furnishings and equipment using money from the Action Fund, which will be reimbursed by the Friends of the Library.

There is no information yet from Bank of America about changing signers' names on the Trust Fund account.

The Library union agreed to two furlough days: the Friday before Labor Day and the Friday before Memorial Day. These are the same furlough days agreed to by the Town Hall unions. The Library and the Town Hall will both be closed on those days, thereby saving on utilities.

The Friends of the Library will hold a book sale on Sat., June 13, from 10 to 3 in two rooms in the Library. There have been lots of book donations.

The Building Committee will meet tonight. Laurel has prepared a report on library heating and cooling issues for the town manager.

Comments from the public have been mostly positive. Laurel contacts anyone who makes comments or suggestions and implements many of the suggestions in order to improve service. She is re-arranging furnishings to address problems when possible. The police chief was very supportive when Laurel contacted him about problems with middle-schoolers congregating outside the Library. The middle-school principal sent the school security officer to the Library to monitor the situation. He agreed that there is a problem.

A question was asked about the light switch in the Wethersfield Room. It will be fixed. The Friends of the Library will host a retirement reception for Liz Kirkpatrick to be held in the Shinn Room on June 25 from 4 to 6.

## **COMMITTEE REPORTS**

### **Finance Committee**

Polly Moon thanked John Cascio and Library Board members for their support during the budget process. She is very pleased with the positive feedback from the Town Council. The next committee meeting will focus on scrutinizing the investment fund. The committee will continue to strategize and get to work on next year's budget.

### **Community Outreach**

Polly Moon thanked the committee for their hard work and good ideas.

At the last meeting of the committee on May 5, 2009, the members took stock of all the committee work during the past year.

Kim Bobin worked on plans for a donor reception that did not come to fruition, but not from a lack of work on Kim's part. She also worked creating a video for a presentation on "Why I Love the Library." It is still a work in progress. She suggested creating a YouTube video on the Library, incorporating part of Phil Lohman's presentation at the Literary Landmark ceremony. She attended many of the meetings of the Friends of the Library.

Jen Miglus served as liaison to the Friends and attended their meetings. She created and set up the patron survey form that generated many positive responses, copies of which were sent to all members of the Town Council. She is currently starting a scrapbook of letters to the editor that support the Library.

Three recent letters to the editor in *Wethersfield Life* were generated by the community outreach committee: one from Susan Grady, one from Jen Miglus, and one from Ann Davidoff, Jen's mother.

Susan Grady first contacted Congressman John Larson's office on Feb. 25 concerning the possibility of an RFID system for the Library. She sent a packet of information to the Congressman explaining the need for the system along with articles from various

newspapers on the importance of an RFID system and the crucial role libraries play especially in a down economy. Two other people sent separate letters to the congressman. In a followup call on May 22, Lee Slater from the congressman's office said the following: Congressman Larson was happy to support the project; the appropriation process takes time; the project has been submitted to committee; a decision will not be made on the committee level until June; then he'll have an estimate if it will be included in the final bill. It won't be signed into law until September or October.

All members of the Outreach Committee attended the budget hearing. Nine people spoke directly or indirectly in support of the Library. (Some speakers mentioned the Library because of the stickers and handouts on How the Library Saves You Money that were distributed by Laurel and Pam Kelly of the Library staff at the hearing.)

The committee is looking ahead to next year for improved Library advocacy. Ideas generated were as follows: work with Lucille Plouffe and other Friends to create a database of Library supporters; get some letters of support from the homebound served by the Library; buttonhole Board members to bring people to the hearing; contact friends and other people to write letters to the editor.

John Cascio suggested an editorial entitled "We're Home Again!" He said to stay ahead of the curve, as next year's budget will be more difficult.

The bottom line for the outreach committee is to keep doing what they're doing; only do it earlier.

#### **Board Development Committee**

Greg Bedula, Brad Milvae, and Polly Moon met last week to discuss Board replacements for Brad Milvae and Paul Courchaine. Two people have expressed interest. Sue Fennelly has the name of someone else who is interested. There is a need for an attorney and a person with a financial background on the Board.

#### **Nominating Committee**

Susan Grady will present a slate of officers for next year to be voted upon at the next meeting.

#### **OPERATING BUDGET FOR 2009-2010**

The town manager's recommended budget was distributed to all Board members.

#### **LIBRARY DIRECTOR JOB DESCRIPTION**

Polly Moon told Board members to look over the Job Description and send any suggestions or changes to Laurel or Polly. It will be on the agenda for the June meeting.

At 8:00 Greg Bedula moved to go into executive session to discuss union negotiations and the Library Director's evaluation. Brad Milvae seconded. The motion carried.

At 8:00 John Cascio left.

At 8:37 Laurel Goodgion left.

At 8:45 Brad Milvae moved to come out of executive session. Ralph Horowitz seconded.  
The motion carried.

At 8:46 Brad Milvae moved to adjourn. Greg Bedula seconded. The motion carried.

Respectfully submitted,

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Susan Grady  
Secretary

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Date